## **DEPARTMENT OF CHILDREN AND FAMILIES**

Division of Safety and Permanence

## CHILD FOSTER CARE LICENSING CHECKLIST

**Use of form:** Completion of this form is the responsibility of the foster home license applicant. Refer to Ch. DCF 56 "Foster Home Care for Children" booklet as you answer each question. Check "EX" to denote that you are requesting an exception. Further explanation can be found in "Request for Exceptions" on page 13. Personal information you provide may be used for secondary purposes [Privacy Law, s. 15.04(1)(m), Wisconsin Statutes].

Name	– Арр	licant	(Last,	First, MI)	Today's Date (mm/dd/yyyy)				
Licensing Type									
A ddro	20 A	nnligan	+ /C+r	oot City					
Addres	55 – A	pplical	ii (Siie	State, Zip Code)    Criginal Licensing     Relicensing					
Ye	s П	No A	Are you	ı currentl	y licensed by or applying for a license with any other agency?				
_			-		agency name and indicate type of license.				
<u>WR</u> *	<u>EX</u>	<u>Yes</u>	<u>No</u>						
				56.04	APPLYING FOR A LICENSE				
				56.04	(2) License Prohibition				
					I understand that being licensed does not entitle me to placements.				
					I am not employed by the licensing agency in the child welfare or juvenile justice program area.				
				56.04	(3) Reapplication Following Denial or Revocation				
					I have not had a foster home license denied, revoked, or not renewed by any agency within the last two years.				
				56.04	(4) Documents Required Prior to Licensing				
					I have completed and signed an application for foster home licensing or relicensing. (4)(a)1., (b)1.				
*					I have homeowner's or renter's liability insurance coverage. *[A waiver can be requested in accordance with s. DCF 56.05(5).] (4)(a)2.				
					Company:				
					Liability amount: \$				
					Verified by licensor (initialed):				
					Date (mm/dd/yyyy):				
					I have vehicle liability insurance coverage. (4)(a)2.				
					Company:				
					Liability amount: \$				
					Verified by licensor (initialed):  Date (mm/dd/yyyy):				
					I agree that I will notify the licensing agency of any changes in my coverage in the above policies. (4)(a)2.				
					I have provided or will provide health examination documentation for all household members in accordance with s. DCF 56.05(1)(e) and as required by the licensing agency. (4)(a)5-5m.				
					I have provided or will provide documentation of fire safety inspection if required by the licensing agency. (4)(a)5.				

DCF-F-CFS0787 (R. 07/2010)

<u>WR</u> *	Yes	<u>No</u>	I have provided or will provide a private water supply test report if required by the licensing agency. (4)(a)6.
			I have provided or will provide my employment history, including all employment over the past five years or as requested by the licensing agency and the length of time for each employment. (4)(a)7.
			I have notified or will notify the agency of any previous licensure as a foster parent or any other type of caregiver for children, the name of the agency, and the time period during which the license was held. (4)(a)8.
			I have received the following information from the agency as indicated by my signature on this form:
			a. Foster care rate structure, reimbursement and clothing allowance brochure.
			b. Foster parent insurance brochure including information on how to file a claim.
			c. Notice that the licensing agency will contact the Wisconsin Department of Justice, similar agencies in another state, federal or local law enforcement, social service agencies, or any public or private agency to determine if there is any reason specified under s. 48.685, Stats., Ch. DHS 12, s. DCF 56.05(1)(a)3., or any other part of Ch. DCF 56 for me not to be granted a license. (4)(a)9 ac.
			I agree to notify the licensing agency and submit a completed and signed application form / other required materials regarding:
			a. Plans to change residence.
			b. Changing condition(s) of the license.
			c. A change in marital status (30 days prior notice).
			d. The departure of a household member (within ten days after departure).
			e. Someone entering household (at least 30 days prior if known, or otherwise as soon as possible). (4)(c)2.
			56.04 (7) Effective Period of a License
			I understand that a foster home license shall be effective for a period not to exceed two years and may be renewed upon successful completion of relicensing requirements.
			56.04 (8) Notification of Application for or Issuance of Additional Licenses
			I will notify the agency if I apply for or receive any other license. (8).

56.04 - COMMENTS / NOTES

<u>WR</u> *	<u>EX</u>	<u>Yes</u>	<u>No</u>	56.05	LIC	ENSEE QUALIFICATIONS
				56.05	<u>(1)</u>	Personal Requirements and Background
						I have read and understand the general qualification requirements listed in 56.05 (1)(a) 13. and (b) 115. and do not believe that any of these requirements disqualify me from licensure.
						I do not abuse alcohol or other drugs. (1)(a).
						I do not have a history of law violations which substantially relate to caring for children or operating a foster home. (1)(a).
						I am or will become familiar with the content of this rule and will comply with those requirements. (c)1.
						I will accept foster children only in conformity with conditions specified on the license and with agenc approval. (1)(c)2.
						I will cooperate with the agency and keep the agency informed of each child's progress and problems. (1)(c)3.
						I will immediately notify the licensing agency of any change in my work schedule outside of the home and of any impact this will have on my ability to provide foster care. (1)(c)4.
						I will immediately notify the supervising and licensing agencies of the following:
						a. The death of a foster child.
						<ul> <li>Any life threatening or serious illness or injury requiring medical treatment for the foster child.</li> </ul>
						c. The unauthorized absence of the foster child from the home for eight hours or any period of time that cannot be reasonably justified by the child's age, maturity or mental and emotional capacity.
						d. Any similar crisis related to a foster child. (1)(c)5.
						I will immediately notify the supervising agency if I have reasonable cause to believe a foster child, whether or not placed in my home, has been abused or neglected, has been threatened with abuse or neglect, or is likely to be abused or neglected. (1)(c)6.
						I will cooperate with the supervising agency to maintain relationships between foster children and their families and with the agency's efforts to implement plans for care, treatment, and permanent living arrangements. (1)(c)7.
						Except for an emergency situation, I will allow the agency up to 30 days to find an alternative placement for a child in my home that I ask to be removed. (1)(c)(8).
						I will maintain all personal information about foster children and their families in confidence. (1)(c)9.
						I am at least 21 years of age (except that a person aged 18-20 may be licensed to care for a relative). (1)(d).
						I will immediately notify the licensing agency of any arrests or convictions, any allegations or determinations or investigations of maltreatment of a child under s. 48.981, Stats., relating to me or any member of my household. (1)(f)3.
						I have read, understand and agree to s. DCF 56.05(1)(f) background record requirements and have signed the appropriate authorization form.
				56.05	<u>(2)</u>	<u>Finances</u>
						I have a stable income sufficient to meet family obligations and have provided or will provide verification as requested.

## 56.05 - COMMENTS / NOTES

<u>WR</u> *	<u>EX</u>	<u>Yes</u>	<u>No</u>	56.06	RESPITE CARE PROVIDER QUALIFICATIONS
					I understand the qualifications and requirements for respite care providers.
56.06 ·	- COM	MENT	S / NO	TES	
<u>WR</u> *	EX	Voc	No		
VVIX	EV	<u>Yes</u>	<u>No</u>	56.07	PHYSICAL ENVIRONMENT
				56.07	(1) General Requirements
					My home and any other building on the property are safe and in good repair. I agree to comply with any inspections of the home that the agency may request (e.g., fire, health, safety).
				56.07	(2) Interior Living Area
					My home has a minimum of 200 sq. ft. of living area per household member, including foster children (for all applicants initially licensed after 9-1-90).
				56.07	(3) Bath and Toilet Facilities
					My home has one complete bathroom for every eight household members, including foster children, and meets all other conditions as outlined in 56.07(3) (for all applicants initially licensed after 9-1-90).

<u>WR</u> *	<u>EX</u>	<u>Yes</u>	<u>No</u>	56.07 <u>(4)</u>	Sleeping Arrangements
					Each foster child will be provided with a separate bed, except that two related children of the same sex under age 12 may share a double bed or larger bed. (4)(a)1.
				☐ DNA	Each infant child, birth to 12 months of age, shall sleep alone in a crib, bassinet, or playpen. (4)(a)1m.
				☐ DNA	Crib slats are secure and spaced no more than 2-3/8 inches apart, the mattress and crib sheets fit snugly. Blankets used to cover the child are tucked tightly under the mattress and are kept away from the child's mouth and nose. (4)(a)2.
					The beds are large enough for a child to be comfortable, provide adequate support, have a clean and comfortable mattress and have adequate blankets. (4)(a)3.
					There is a minimum of two feet between beds (or five feet between bunk beds). (4)(a)4.
				☐ DNA	For a bunk bed, there is a minimum of three feet between the top of the mattress and the ceiling, light fixture, or other protruding fixture. (4)(a)5.
					I will not allow a foster child under four years of age or with a disability to sleep on the top bunk of a bunk bed. (4)(a)6.
					I will provide a safety rail for the top bunk if occupied by a child under eight years of age. (4)(a)7.
					I will not use triple-decked beds. (4)(a)8.
					Child, age one or older, will not regularly share a bedroom with an adult. (4)(b).
					Child, age six or older, will not regularly share a bedroom with another child of opposite sex. (4)(c).
					Bedrooms have a minimum of 40 sq. ft. of floor space per child. (4)(d).
					Each foster child and household member will sleep in a finished bedroom according to s. DCF 56.07(4)(e).
					Any foster child under the age of seven or with limited mobility will not sleep in a bedroom in a basement or above the second floor, $(4)(f)$ ; child age seven or older may, but only in compliance with $56.07(4)(g)$ .
					A foster parent or responsible care provider will sleep within call of the foster children. (4)(h).
					Each bedroom for a foster child has a door and has a window for natural light, and is adequately ventilated. (4)(i).
					A sleeping room which someone must pass through to get to another part of the building will not be used for a foster child. (4)(j).
					A foster child will not sleep in a room to which access can be gained only through another occupied sleeping room. (4)(k).
					No more than four children will occupy one bedroom. (4)(L.).
				56.07 <u>(5)</u>	<u>Telephone</u>
					I have an operating telephone, emergency numbers are posted near it, the child has access to the phone at all times and I agree to notify the agency of changed number by end of next working day.
				56.07 <u>(6)</u>	Heating
					I have a heating system in the home that is in compliance with s. DCF 56.07(6).
				56.07 <u>(7)</u>	<u>Storage</u>
					I have sufficient drawer and closet space for foster child's belongings.
				56.07 <u>(8)</u>	Outdoor Recreation and Play Space
					There is access to outdoor recreation and play space. (8)(a).

<u>WR</u> *	EX	Yes	No			
						There is no need for a fence around a play area on my property. (8)(b).
				56.07	(8)	Any outdoor porch on a first floor higher than four feet or on the second floor has a railing. (8)(c).
				56.07	<u>(9)</u>	Maintenance and Repair
						My home and property are maintained in a safe manner.
				56.07	<u>(10)</u>	Sanitation
						The foster home and environments will be maintained in a clean and sanitary condition. (10)(a).
						Windows used for ventilation are screened. (10)(b).
<u>56.07</u>	COM	IMENT:	<u>S / NO</u>	TES		
WD*	ΓV	V	NI-			
WR*	<u>EX</u>	Yes	<u>No</u>	56.08	SAF	ETY
<u>WR</u> *	EX	<u>Yes</u>	<u>No</u>	<b>56.08</b> 56.08	<b>SAF</b> (1)	ETY  General Requirements
<u>WR</u> *	EX	Yes	<u>No</u>			
<u>WR</u> *	EX	Yes	No			General Requirements  I have the following items out of children's reach or locked up:  Flammable or combustible materials
WR*	EX	Yes	No			General Requirements  I have the following items out of children's reach or locked up:  Flammable or combustible materials Plastic bags
<u>WR</u> *	EX	<u>Yes</u>	No			General Requirements  I have the following items out of children's reach or locked up:  Flammable or combustible materials Plastic bags Cleaning supplies, poisons and insecticides Medications / drugs / alcohol
<u>WR</u> *	<b>EX</b>	Yes	No			General Requirements  I have the following items out of children's reach or locked up:  Flammable or combustible materials Plastic bags Cleaning supplies, poisons and insecticides
WR*	<b>EX</b>	Yes	<u>No</u>			General Requirements  I have the following items out of children's reach or locked up:  Flammable or combustible materials Plastic bags Cleaning supplies, poisons and insecticides Medications / drugs / alcohol Matches, cigarette lighters, tobacco products
<u>WR</u> *	<b>EX</b>	Yes	<u>No</u>		(1)	General Requirements  I have the following items out of children's reach or locked up:  Flammable or combustible materials Plastic bags Cleaning supplies, poisons and insecticides Medications / drugs / alcohol Matches, cigarette lighters, tobacco products Power tools – (1)(a)  I will make every reasonable effort to identify and immediately correct any hazards to the safety of the
WR*	<b>EX</b>	Yes	<b>No</b>	56.08	(1)	General Requirements  I have the following items out of children's reach or locked up:  Flammable or combustible materials Plastic bags Cleaning supplies, poisons and insecticides Medications / drugs / alcohol Matches, cigarette lighters, tobacco products Power tools – (1)(a)  I will make every reasonable effort to identify and immediately correct any hazards to the safety of the foster children on my premises or being transported. (1)(b).
WR*		Yes	<b>No</b>	56.08	(1)	General Requirements  I have the following items out of children's reach or locked up:    Flammable or combustible materials     Plastic bags     Cleaning supplies, poisons and insecticides     Medications / drugs / alcohol     Matches, cigarette lighters, tobacco products     Power tools – (1)(a)  I will make every reasonable effort to identify and immediately correct any hazards to the safety of the foster children on my premises or being transported. (1)(b).  Electricity  My electrical systems and appliances are in good repair and maintained in a manner designed to
WR*		Yes	<b>No</b>	56.08	(1)	General Requirements  I have the following items out of children's reach or locked up:    Flammable or combustible materials   Plastic bags   Cleaning supplies, poisons and insecticides   Medications / drugs / alcohol   Matches, cigarette lighters, tobacco products   Power tools – (1)(a)  I will make every reasonable effort to identify and immediately correct any hazards to the safety of the foster children on my premises or being transported. (1)(b).  Electricity  My electrical systems and appliances are in good repair and maintained in a manner designed to protect the safety of foster children.  I will maintain protective covers on all electrical outlets not in use (when licensed for children under

<u>WR</u> *	<u>EX</u>	Yes	<u>No</u>			I will not keep a vicious or infected animal on the premises. (3)(b).
				56.08	<u>(4)</u>	Transportation
						Any person transporting foster children on my behalf for any purpose will have a valid driver's license. (4)(a).
						All children under eight years of age will be transported in an approved child safety restraint (car seat or booster seat) as required in s. 347.48(4), (4)(b), Stats.
						All children will be properly restrained either by an approved safety restraint or seat belt. (4)(c).
				56.08	<u>(5)</u>	Firearms and Other Weapons
						I agree to keep all firearms or other dangerous weapons in the home unloaded and locked in an area inaccessible to foster children, except as provided in 56.08(5)(d) regarding law enforcement officers. (5)(a), (b) and (c).
						I have read, understand and will comply with 56.08(5)(c) regarding a foster child's use of firearms or bows.
				56.08	<u>(6)</u>	Hazardous Machinery and Equipment
						I agree that no child under 14 years of age will operate any hazardous machine. (6)(a). For those aged 14 or older, I am aware that a written agreement is required as stated in s. DCF 56.08(6)(b).
						I will comply with the safety guidelines regarding the use of hazardous machines / equipment by a foster child as outlined in s. DCF 56.08(6)(c) 14.
						I understand that the agency may require training specific to my home environment; e.g., farm. (6)(c)4.b.
						The foster children will wear clothing and safety gear appropriate to the operation of hazardous machinery or equipment. (6)(c)5.
				56.08	<u>(7)</u>	Fire Protection
						My home has one or more single station battery-operated, electrically interconnected or radio signal emitting smoke detectors at the head of every stairway, on each floor, and in each sleeping room. (7)(a).
						I will check the operating condition of each smoke detector at least once a month and immediately repair or replace it if not operative. I will replace the battery of any single-station battery-operated smoke detector at least once yearly. (7)(b).
						I have and know how to operate a fire extinguisher. (7)(c).
				56.08	<u>(8)</u>	Fire Safety Evaluation Plan
						I have developed a written fire safety evacuation plan which includes:
						<ul> <li>The means for emergency exit from all levels of the home.</li> <li>The place away from the home where we will meet to determine that members of the home are out of danger. (8)(a).</li> </ul>
						I will review the plan with all members of the home at least once every three months and immediately following placement of a new child. (8)(b)1.
						The fire safety evacuation plan will be posted in the home and made known to all household members.  Location(s): (8)(b)2.
						The plan shall be reviewed with the licensing agency at least once every two years and revised if necessary.  (Last review date –

WR*	EX	Yes	No			
			_	56.08	<u>(9)</u>	Fire Safety Inspections
						I will arrange for a fire safety inspection, if required by the agency, in accordance with s. DCF 56.06(9).
				56.08	<u>(10)</u>	Reporting Fires
						I will report any fire in the home or on the premises which requires the assistance of a fire department to the licensing agency no later than the end of the next working day.
				56.08(	10m)	Disaster Plan
						I have filed a disaster plan with the agency, which includes:
						The location the family, provider, or child will go to in an evacuation, including one location nearby and one location out of the area.
						My phone numbers, electronic mail addresses, and other contact information.
						Contact information for a relative or friend out of the area who will know where our family is located.
						A list of the items that we will take if evacuated, including any medication and medical equipment for the child(ren).
						A phone number we will call to check in with the licensing agency or caseworker.
				56.08	<u>(11)</u>	Safety of Infants and Children with Disabilities
						I have taken into consideration the safety of infants and children with disabilities (when applicable).
						I am aware that additional conditions may be imposed in accordance with 56.08(11).
				56.08	<u>(12)</u>	<u>Stairways</u>
						Each stairway in the home has a handrail.
<u>56.08 -</u>	COM	MENTS	S / NO	<u>TES</u>		
<u>WR</u> *	<u>EX</u>	<u>Yes</u>	<u>No</u>	56.09	CAR	E OF FOSTER CHILDREN
				56.09	<u>(1)</u>	Principles for Nurturing Care
						I will provide humane and nurturing care to each child placed in the home. I have read, understand and agree with s. DCF 56.09(1)(a)-(n), describing such care.

WR*	<u>EX</u>	<u>Yes</u>	<u>No</u>	56.09	(1m)	Number of Children for Whom Care May be Provided
						I will not provide care for more than four foster children, unless if necessary to keep siblings or minor parent / minor child placements together up to 8 children if an exception is granted to me.
						(Note: In order to exceed the limit of four children in a foster home, any additional child must be related to one of the initial four children placed in the home.)
				56.09	<u>(2)</u>	Supervision of Children
						I will not combine the care of foster children with regular part-time care of nonrelated children or adults, conduct other business or provide services in the home without the written approval of the licensing agency. Approval may be granted in accordance with 56.09(2)(a).
						There will be one parent home full-time, year-round. (An exception to this must be granted in writing by the licensing agency in accordance with 56.09(2)(b)).
						(Note: Foster parents would be expected to notify the licensing agency of any plans to change employment that would require written approval as discussed above.)
						I agree to use only licensed or certified providers for any out-of-home day care for foster children. (2)(c).
						Children under ten years of age will not be left without supervision by a responsible care provider. (2)(d).
						Children ten years of age and older shall receive supervision appropriate to their age, maturity level, and abilities. (2)(e).
						I agree to secure approval of the supervising agency before taking a foster child out of the state or before making plans for the care of a foster child by any other person in or away from the home for more than 48 hours. (2)(f) and (g).
						Note: An agency may require a foster parent to secure authorization from the agency for periods less than 48 hours.
						I will not regularly provide care for more than two children under two years of age. (2)(h).
						The combined total of foster children, my own children and other children and nonrelated adults receiving care in the home does not or will not exceed eight. (2)(i).
				56.09	(3)	Household Chores
						I agree that any assignments of household chores will be in accordance with s. DCF 56.09(3)(a) and (b).
				56.09	<u>(4)</u>	Health of Foster Children
						Within 30 days after placement of a foster child, I will arrange for a dental exam, medical exam and reproductive health needs and confidential family planning assessment in accordance with the schedule of the HealthCheck Program. (4)(a).
						I understand that all foster children shall receive medical and dental care under the HealthCheck Program unless they have private insurance that covers services. (4)(b).
						I will notify the supervising agency as soon as possible of any serious illness or injury requiring medical treatment of a foster child. (4)(c).
						I will ensure that each foster child will promptly receive appropriate and adequate medical care. (4)(d).
						I will ensure that any foster child will receive dental care in accordance with their age. (4)(e).
						I understand that I may not purchase tobacco products for a foster child or use them as part of a treatment or behavior modification program. (4)(f).

<u>WR</u> *	<u>EX</u>	<u>Yes</u>	<u>No</u>	56.09	<u>(5)</u>	Discipline			
						caregiver,	nd that any disciplinary action that I, or any other person serving as a substitute take shall be aimed at encouraging foster children to understand what is appropriate social and shall be appropriate to the child's age and understanding. (5)(a) and (b).		
						I understa	understand the following rules and restrictions regarding discipline:		
						a.	<ul> <li>a. Physical punishment (physical discipline, spanking, hitting, pinching, shaking, etc.) is prohibited. (5)(c).</li> </ul>		
						b.	A foster child shall not be subjected to verbal abuse, profanity, derogatory remarks about him / herself, his / her family or threats to expel the child from the home. $(5)(d)$ .		
						C.	No other child or any other person not responsible for providing care shall be permitted to discipline a foster child. (5)(e).		
						d.	No foster child may be deprived of meals, mail or family visits as a form of punishment. (5)(f).		
						e.	No foster child may be punished or ridiculed for bedwetting or other lapses in toilet training. $(5)(g)$ .		
						f.	No foster child may be mechanically restrained or locked in any enclosure, room, closet, or other part of the house or elsewhere on the premises for any reason. (5)(h).		
						g.	No foster child may be restricted to an unlocked room or area of the home except as provided in s. DCF 56.09(5)(i) 13.		
				56.09	<u>(6)</u>	Clothing			
						appropriat	appropriately use the funds for clothing for foster children, provide comfortable and e clothing within the limits of the funds and maintain all clothing in a state of good repair iness. (6)(a).		
							nd that clothing purchased for a foster child, or otherwise given to the child, belongs to the shall be given to him or her upon leaving the foster home. (6)(b).		
				56.09	<u>(7)</u>	Personal E	<u>Belongings</u>		
						I have rea	d and understand the provisions regarding personal belongings under s. DCF 56.09(7).		
				56.09	<u>(8)</u>	Spending	<u>Money</u>		
							provide each foster child with spending money each week in accordance with the child's naturity, and in accordance with the child's case plan established by the supervising		
				56.09	<u>(9)</u>	Nutrition			
						I agree to	follow the nutritional guidelines established under s. DCF 56.09(9)(a) and (b).		
							at no foster child will be forced to eat against his or her wishes except by order of and under vision of a physician. (9)(c).		
				56.09	<u>(10)</u>	Education	of Foster Children		
							every reasonable effort to ensure that foster children of school age attend school unless y school officials. (a)		
						I will make	every reasonable effort to participate in school activities, as appropriate. (b)		
						I will not p	rovide a home-based private education program to foster children. (c)		
							s does not apply to homebound study under s.118.15(1), Stats., or as defined in the child's zed Education Program.		

WR*	<u>EX</u>	Yes	<u>No</u>		I will provide an opportunity for foster children to develop appropriate friendships with schoolmates and to visit friends. (d)				
					I will provide suitable reading material and facilities for undisturbed reading and study for all foster children who wish to read or who have homework assignments. (e)				
					I will assist the agency and any contracted agency with the transfer of independent living skills and the preparation for independent living of a foster child whose permanency plan indicates the needs for these skills and preparation. (f)				
				56.09	(11) Case Records				
					I agree to maintain appropriate records for each foster child, including the items listed in s. DCF 56.09(11)(a) 19.				
					I will give the foster child's record to the child's supervising agency when the child leaves the home. (11)(b).				
					I will, at the request of the licensing, supervising agency or the Department, make the foster child's record available for inspection by that agency. (11)(c).				
				56.09	(12) Confidentiality				
					I understand and agree that I and other persons in the household having access to confidential information about the foster child and his / her family may not discuss or otherwise disclose that information to anyone while the child is in the foster home or after the child leaves the home, excep (a) to the licensing agency or agency placing the child in the care of the licensee; (b) to another fost parent or respite care provider with agency authorization (such as when another foster parent is being considered as a placement for the child or providing respite for the child); (c) by order of the court; or (d) as otherwise provided by law.				
56.09	- COM	IMENT	S / NO	TES					
<u>WR</u> *	<u>EX</u>	<u>Yes</u>	<u>No</u>	56.10	HEARING				
					I have read and am aware of my rights regarding (1) Appeal; (2) Request for hearing; and (3) Arrangements for a hearing.				
				56.11	SUPPLEMENTAL PAYMENTS FOR SPECIAL NEEDS IN EXCEPTIONAL CIRCUMSTANCES OR FOR INITIAL CLOTHING				
					I have read and am aware of this section regarding (1) Coverage; (2) Special need; (3) Schedule of difficulty of care levels; (4) Exceptional payment; and (5) Initial clothing allowance.				
				56.12	FOSTER PARENT HANDBOOK				
					I have been provided a copy of the Foster Parent Handbook by my licensing agency, which includes (a) general foster care information; (b) agency-specific information; (c) information about caring for children; and (d) information about resources for foster families.				

WR*	<u>EX</u>	<u>Yes</u>	<u>No</u>	56.13	LEVEL OF CARE CERTIFICATION		
					I have been assigned a certification level and level, established in DCF 56.13.	understand the definition and expectati	ons of my certification
					For licensees certified to provide care at Lev- references from at least three non-relatives in circumstances, and their knowledge of my ch	ndicating how long they have known me,	under what
				56.14	FOSTER PARENT TRAINING		
					I have read and am aware of the requiremen (2) Advisory Committee; (3) Qualifications of (6) Pre-Placement Training; (7) Initial Licensi	Trainers; (4) Training Expenses; (5) Tra	
				56.15	AGENCY CONTACT REQUIREMENT		
					I have read and am aware of the requiremen (3) Method of Contact; and (4) Purposes of Contact;		) Multiple Agencies;
nay b giving	e req	uested inforn	d to as nation	sess m	ese questions truthfully and to the best of y compliance with Ch. DCF 56, Foster Ho holding information shall constitute groun	ome Care for Children. Furthermore	, I understand that
My si	gnatur	e on t	his for	m may	be construed to mean that all conditions	nave been met and that exceptions h	nave been
			uested			·	
				SIGNA <sup>-</sup>	TURE – Applicant	Date Signed	
						·	
				SIGNA <sup>*</sup>	TURE – Applicant	Date Signed	
fson	neone	other	than t	he appl	icant has assisted in completing this form	, sign below.	
				SIGNA	TURE	Relationship to Applicant	Date Signed
Revie	wed a	and ap	prove	d by the	e licensing agency in the person of:		
				Ŋ.I	ame (Print)	Title	
				IN	ane (Filli)	Tille	
				•	IGNATURE	Date Signed	
				3	IOHA I UILL	Date Signed	

## REQUEST FOR EXCEPTIONS AND WAIVERS

1.

2.

3.

A licensing agency may grant an exception to any requirements in Ch. DCF 56 except those listed in s. DCF 56.02(2). The licensing agency may impose conditions to be met within a specific period of time by the licensee as an alternative to compliance with any requirement for which an exception has been granted. A licensing agency or department may grant a non-safety-related waiver to relative providers for those requirements in Ch. DCF 56 listed in s. DCF 56.02(2)(c) without requiring an alternative provision to meet the intent of the requirement.

The agency must determine that the exception or waiver will not jeopardize the health, safety or welfare of the foster children. Any exception or waiver granted shall be specifically cited on the license and remain in effect no longer than two years from the date on which it was granted, or the end of the Foster Care License whichever is shorter. At that time the licensing agency or department shall determine if there is continued justification for the exception or waiver.

An applicant or licensee wishing to request the licensing agency to grant an exception or a waiver to a requirement in this chapter shall complete the following in order to comply with s. DCF 56.02(2)(a-c). (This section does not cover the request for a waiver of the homeowner's or renter's liability insurance requirement.)

Example: 56.08(12)		No handrail on stairs not if granting an exception, an explanation of any alternative ction B.	
provisions planned to	meet the intent of the requirement – Section		
The licensing agency Section C.	will indicate whether the exception or waive	r is granted and will include any accompanying conditi	ions
56.	Rule:	☐ Exception ☐ Wa	aiver
Explanation			
Signature:		Date Signed:	
	proved by Licensing Agency		
Conditions			
Signature:		Date Signed:	
		<u>9</u>	
56.	Rule:	☐ Exception ☐ Wa	aiver
Explanation			
Signature:		Date Signed:	
	proved by Licensing Agency		
Conditions			

Α.	56. Rule:	Exception Waiver
		Exception Waiver
B.	Explanation	
	Signature:	Date Signed:
_		Bato digitod.
C.	Yes No Approved by Licensing Agency	
	Conditions	
	Signature:	Date Signed:
^	F0 D.I	П П
A.	56. Rule:	Exception Waiver
B.	Explanation	
	Signature:	Data Cianadi
		Date Signed:
C.	Yes No Approved by Licensing Agency	
	Conditions	
	Signature:	Date Signed:
۸	F0 B1	
A.	56. Rule:	Exception Waiver
B.	Explanation	
	Signature:	Date Signed:
_		Date Signed.
C.	Yes No Approved by Licensing Agency	
	Conditions	
	Signature:	Date Signed:

Use additional sheets if necessary for requests for exceptions or waivers. Be sure to include all of the required information.